

**Frederick Community Action Agency
Board of Directors Meeting
Wednesday, February 21, 2018
Frederick Community Action Agency
100 South Market Street, Frederick, Maryland**

Board Members Present: Dr. Robert Mannis; Charles Green; Chris Bickle; Sydnee Sichert for M.C. Keegan-Ayer; Diane Fink; Mayor Michael O'Connor; Leslie Slaby; Alderman Ben MacShane; Ingrid Palmquist

Excused: Delegate Karen Lewis Young and Senator Ron Young

Staff Present: Mike Spurrier, Director; Michele Ott, Supervisor; Brad Petersen, Assistant Director; Sarah McAleavy, Supervisor; Janet Jones, Supervisor; Dr. Mike Flessner; Paul Mantello, Manager; Stacey White, Manager; Melissa George, Medical Assistant

Guests: Mike Shilling, Andrea Walker, Tory Wright-Elliott, and Sarah Drennan from Frederick County Health Department

Call to Order:

Meeting called to order at 12:05p.m. with Dr. Robert Mannis presiding. Introductions followed.

Approval of Minutes:

Minutes from September 20, 2017 and December 20, 2017 meetings were reviewed and approved by unanimous vote.

BOARD MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Dr. Robert Mannis			X			
Tim Reardon						X
Leslie Slaby			X			
Diane Fink	X					
Ingrid Palmquist			X			
Senator Ron Young						X
Delegate Karen Lewis Young						X
Council Member MC Keegan-Ayer			X			
Mayor Michael O'Connor			X			
Alderman Ben MacShane			X			

Seaven Gordon						X
Louise Lynch						X
Guy Djoken						X
Chris Bickle		X				
Charles Green			X			

Fiscal Report – Michele Ott, Supervisor:

Michele Ott presented on the budget on FCAA departments 6111 (FCAA), 5121 (Rental Program), 5131 (MPDU), AND 6112 (Community Health Center). Michele noted the City is halfway through the FY18 fiscal year and expenses are on track. The FY19 budget has been entered and is currently under review. Report approved by unanimous consent.

BOARD MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Dr. Robert Mannis			X			
Tim Reardon						X
Leslie Slaby			X			
Diane Fink	X					
Ingrid Palmquist			X			
Senator Ron Young						X
Delegate Karen Lewis Young						X
Council Member MC Keegan-Ayer			X			
Mayor Michael O'Connor			X			
Alderman Ben MacShane			X			
Seaven Gordon						X
Louise Lynch						X
Guy Djoken						X
Chris Bickle		X				
Charles Green			X			

Guest Presentation – Substance Abuse Programs and Partnership with the Frederick County Health Department – Andrea Walker, Sarah Drennan, Tori Wright-Elliott, and Mike Shilling:

Frederick County Health Department (FCHD) staff presented on two issues: CORE at FCAA and syringe exchange services.

FCHD's Community Organized Recovery Efforts (CORE) program has expanded and now uses the FCAA as one of its satellite sites. CORE provides peer support to assist individuals on pathways to recovery from individuals in recovery. Mike Shilling is the FCHD employee assigned to the FCAA. Mike offers one-on-one peer support as well as a group meeting Tuesdays from 3:30 – 4:30.

FCHD is working on establishing a syringe exchange program with one of the exchange sites being the FCAA. The syringe exchange program is part of the FCHD's overall harm reduction strategy. As part of the program, FCHD staff are present to help connect individuals to services for treatment. Individuals connected to a syringe program are five times more likely to enter a treatment program. Mayor O'Connor and Alderman MacShane both offered their support for the program. Leslie Slaby expressed interest in having FCHD present to DSS staff about the program.

Program Presentation - Housing, Weatherization, and Energy Programs – Brad Petersen, Assistant Director; Stacey White, Manager; and Paul Mantello, Manager:

Brad, Paul, and Stacey gave a PowerPoint presentation on the following FCAA programs: Housing First, Housing Counseling, Weatherization, and Office of Home Energy Programs.

Director's Report:

No report.

Other Business and Announcements:

None presented.

Adjournment

The meeting was adjourned at 1:35 p.m.

Respectfully submitted,
Brad Petersen